



## Loudoun Workforce Resource Center

102 Heritage Way, N.E., 2nd Floor  
Leesburg, VA 20176  
(703) 777-0150 (Voice)  
711 VA Relay



**Hours of Operation:**  
Monday-Friday 9:00am - 4:30pm

**1st Fri - WRC Opens at 11:30am**  
**3rd Wed - WRC closes at 1:30pm**

## October 2006

### PARTNER CONTACTS

#### Dept. of Rehabilitative Services

(703) 771-4775

Sarah McCarty  
Duane Moore  
Billy Smelser  
Larry Schaffer

#### The Endependence Center Contact DRS for a Referral

#### Virginia Employment Commission

(703) 803-0000

#### VEC Veteran's Rep. Loretta Abernathy

#### Northern VA Resource Center for the Deaf and Hard of Hearing Joan Cassidy [joancassidy@aol.com](mailto:joancassidy@aol.com)

#### Loudoun County Adult Education

Irene Riordan  
(703) 669-1442

#### Northern Virginia Community College

Esther Perantoni  
(703) 450-2551

#### OAR of Fairfax County

Maria Ortiz  
(703) 246-3033

#### Youth Workforce Program

Lori Suszko  
(703) 737-4953

#### Area Agency on Aging

Kathy Kehoe  
(703) 777-0257

**\* GED Sessions are:**

**10-12noon & OR 1-3pm**

**\*\* GED Orientations are:**

**9-3pm (held on 2nd Tues.)**

MON	TUE	WED	THU	FRI
2 Job Corp. Rep 9:00-12:00noon	3 Professional Resume Writing 9:30-1:30pm  Meet the Employer Temporary Solutions 10:00-12:00noon  Job Club 10:00-11:30am  GED Tutoring*	4 Click 'N' Drag 9:30-12:00noon  Youth WIA Specialist 9:00-4:30pm  GED Tutoring*	5 Meet the Employer: Verizon 10:00-12:00noon	6 <b>OPEN @ 11:30am</b>
9 <b>HOLIDAY</b>  <b>WRC Closed</b>	10 MS Excel Basic (A) 9:30-12:30pm  Meet the Employer: US Army 10:00-12:00noon  Job Club 10:00-11:30am  GED Orientation**/ Tutoring*	11 DRS Rep. 9:00-12:00noon  MS Excel Basic (B) 9:30-12:30pm  Meet the Employer: Sears 11:00-2:00pm  GED Tutoring*	12 Social Security 9:00-1:00pm  Building a Career Profile 9:30-12:30pm  Keyboard Club 3:00-4:00pm	13 VEC Veterans Rep. 9:00-12:30pm  Vet. Claims Rep. 9:00-1:00pm  Resume Writing 101 9:30-1:30pm  Meet the Educator: George Mason Univ. OCPE 1:00-3:00pm
16 Interview Workshop 12:00-2:00pm	17 Job Club 10:00-11:30am  GED Tutoring*	18 DRS Rep. 9:00-12:00noon  MS Word Basic (A) 9:30-12:00noon  <b>CLOSE @ 1:30pm</b>  GED Tutoring*	19 Child Support Enforcement 9:00-3:30pm  MS Word Basic (B) 9:30-12:30pm	20 VEC Veterans Rep. 9:00-12:30pm
23 Windows XP 9:00-4:00pm  Meet the Employer: Office Team/ Accountemps 10:00-12:00noon	24 Job Club 10:00-11:30am  Meet the Employer: US Army 10:00-12:00noon  GED Tutoring*	25 DRS Rep. 9:00-12:00noon  GED Tutoring*	26 Social Security 9:00-1:00pm  Deaf and Hard of Hearing Rep. 10:00-1:00pm  Keyboard Club 3:00-4:00pm	27 VEC Veterans Rep. 9:00-12:30pm
30 Creating a Free Email Account 9:30-11:30am	31 Job Club 10:00-11:30am  GED Tutoring*			